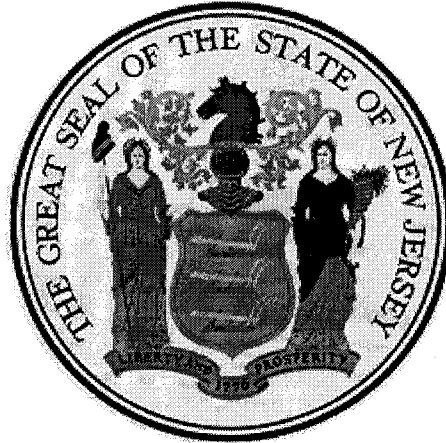


State of New Jersey



Municipal Prosecutor's Office Records Retention Schedule

M170000-001

RECORDS RETENTION AND DISPOSITION SCHEDULE

AGENCY NUMBER
MI 70000SCHEDULE NUMBER
001PAGE NUMBER
1 OF 1

DEPARTMENT Municipal Prosecutor's Office

AGENCY REPRESENTATIVE Debra L. Stone, A.A.G.

DIVISION

TITLE Deputy Director, Operations

BUREAU

(AREA CODE) TELEPHONE NUMBER (609) 984-2814

SCHEDULE APPROVAL: Unless in litigation, the records covered by this schedule, upon expiration of their retention periods, will be deemed to have no continuing value to the State of New Jersey and will be disposed of as indicated in accordance with the law and regulations of the State Records Committee. This schedule will become effective on the date approved by the State Records Committee.

AGENCY REPRESENTATIVE SIGNATURE

[Signature]

DATE

X 1/27/99

SECRETARY STATE RECORDS COMMITTEE SIGNATURE

[Signature]

DATE

18 MCH 1999

RECORD
SERIES NO.

0001-0000

RECORD TITLE AND DESCRIPTION

Municipal Prosecutor's Case Files

May include but not exclusive to: Traffic, motor vehicle, disorderly persons, petty disorderly persons, ordinance violations and waived indictable offense discovery documents including Drinking Driving Report, Alcohol Influence Report, Marine Police Drinking Operator Report, etc., court documents including complaints, pleadings and decisions.

*Note: Recommend transfer of these records to the custody of the municipality 6 months after closed for the purpose of storage only, for the term of the retention period. Legal custody and control of these records will remain with the Office of the Municipal Prosecutor.

AGENCY RETAIN IN

15 YRS*

RECORDS CENTER

DISPOSITION

Destroy